



SOLO AND SMALL FIRM SECTION * OF THE STATE BAR OF CALIFORNIA
EXECUTIVE COMMITTEE FACE TO FACE AGENDA - PALACE HOTEL SAN FRANCISCO

Friday, January 28, 2005 @ 1:00 PM - 5:00 PM

Via Conference Phone: 1-888-384-9090, Pass Code: 273042

1. **Call to Order** - (Kaplan)
2. **Approval of Minutes** from Wednesday, January 12, 2005 (Yellis)
3. **Approval of Financials** - No Report until year-end in March 2005
4. **Big News Report** (Miller)
5. **Appointments for 2005-2006** (Application online)
Application can be located at www.calbar.ca.gov/sections
Deadline for Applications is February 1, 2005
Those appointed in 2004 for a term of 1 year can be reappointed for a full 3-year term without submitting another application.
6. **Retreat:**
Marriott Rancho Las Palmas Resort & Spa
Friday, April 1, 2005 - Sunday, April 3, 2005
Call 1-877-804-4064 to book your room/mention State Bar for special rate of \$195.00 plus taxes.
7. **CEB** (Gerber)
8. **Council of State Bar Sections Report** (Marcia)
9. **The State Bar Annual Meeting Deadline** (Full Group)
All program proposals must be submitted to Mitch Wood by January 31, 2005. This is the deadline imposed by our Meeting Services department. Please submit 10 programs and rank them accordingly. Please include program length, draft description and type of credit. Also, please determine if it is appropriate for a Judge to sit on any of the panels.
10. **Committee Reports**
 - a. **Education Committee** - Steve
 - b. **Distant Learning** - Marcia & Robert
 - c. **SEI** - Steve
 - d. **SB Annual Meeting** - Anne, Lisa, Ken, Patty and Hester
 - e. **Newsletter Committee** - Lisa, Editor; Doug, Hi-Lites/Op Ed; Megan, General Assignment; Ad Committee - Eleanor & Ken; Editorial Board - Roberta and Patty
 - f. **CEB** - Mary, Steve & Robert
 - g. **Members Benefit** - Ron & Anne
 - h. **Legislation** - Carolyn, Denise, Doug and Magan

- i. Mentor Directory - Ron, Esther & Denise
- j. Web Liaison - Marcia
- k. Local Bar Liaison - Myer, Carolyn & Megan

11. Other Business

12. Adjournment